

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING**

April 23, 2020

Meeting was conducted remotely using Zoom platform

MEMBERS PRESENT: Jason Grignon (Chair), Steve Kendall, Neil Curtis, Megan McBride, Jean Sirois, and Stephen Selin.

STAFF PRESENT: Dean Pierce, Planning and Zoning Director.

OTHERS PRESENT: Jeff Herzberger.

AGENDA:

1. Call To Order And Confirm Audio/Video Feed
2. Approval Of Agenda
3. Election Of Officers
4. Approval Of Minutes
5. Disclosures Relating To Any Potential Conflicts Of Interest
6. Open To The Public
7. Discussion Of Commission Priorities
8. Other Business, Correspondence, And Adjournment

1. CALL TO ORDER/CONFIRMATION OF AUDIO AND VIDEO

Chair Jason Grignon called the meeting to order at 7:10 PM. Meeting attendees were identified for the record. Reference was made to the meeting script developed by the Vermont League of Cities and Towns for the purpose of conducting remote public meetings.

2. APPROVAL OF AGENDA

MOTION by Steve Kendall, **SECOND** by Megan McBride, to approve the agenda. **VOTING: unanimous (6-0); motion carried.**

3. ELECTION OF OFFICERS

Chair

Consistent with the Commission's established practice, Director of Planning and Zoning Dean Pierce briefly presided over the meeting.

MOTION by Stephen Selin, **SECOND** by Megan McBride, to elect Jason Grignon **Chair of the Commission. VOTING: unanimous (6-0); motion carried.**

Jason Grignon resumed his position presiding over the meeting.

Vice Chair

MOTION by Stephen Selin, **SECOND** by Jean Sirois, to elect Megan McBride **Vice Chair of the Commission. VOTING: unanimous (6-0); motion carried.**

Congratulations were extended to both officers.

4. APPROVAL OF MINUTES

March 12, 2020

MOTION by Stephen Kendall, SECOND by Stephen Selin, to approve the minutes of 3/12/20. The meaning of the next-to-last sentence in section 7 was discussed. The Chair indicated no changes are required if there is common understanding of the text. Members agreed it should be read to signal they want the Town to continue investigating the possibility of creating a sidewalk fund. **VOTING: unanimous (6-0); motion carried.**

5. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

None.

6. OPEN TO THE PUBLIC

No comments were offered.

7. DISCUSSION OF COMMISSION PRIORITIES

Recap of recent activities and previously identified priorities.

Dean Pierce reviewed the list of potential activities included in the meeting packet.

Identify and discuss possible priorities in light of COVID19.

The list prepared by staff was recognized as a good starting point. Commissioners then discussed several issues more specifically. The first was the Form Based Zoning changes currently before the Selectboard, which the Chair has indicated he would like to see continue forward. The second was the proposal to amend the PUD buffer requirements to allow retaining walls and fences. There was a clear consensus that the PUD buffer proposal should move forward, which resulted in the following motion. **MOTION by Steve Kendall, SECOND by Megan McBride, to affirm the motion adopted on March 12 regarding warning a hearing on zoning changes and to schedule the hearing for May 28. VOTING: unanimous (6-0); motion carried.** The group also briefly discussed reaching out to the Selectboard for input on the timing of bylaw proposals.

Discussion then turned to the timing of the Planning Commission's activities as the Telecommunications Review Board (TRB). Various opinions were expressed. It was agreed that contact would be made with the applicant's counsel. The purpose would be to understand whether the applicant would object to resuming the hearing remotely or, alternatively, would prefer to resume the proceedings. [When the group is convened as the TRB, further deliberations may be required. One issue to address is what party or parties will respond to recommendations made by the Town's aesthetics consultant. Another concerns whether the Federal Aviation Administration has completed its analysis of the project's potential impact on the Burlington airport's VORTAC device.]

Other topics discussed by the Commission included the creation of a "unified bylaw," budget issues, and zoning changes that would streamline aspects of the development review process. Several members expressed interest in a unified bylaw but wondered if

such a project could be completed without consultant assistance. Concerning budget issues, the Chair noted that he would like the Selectboard to know that ‘your priorities can be our priorities.’ Commissioners also discussed the potential overlap between the creation of a unified bylaw and bylaw changes that would streamline aspects of the review process. The group accepted staff’s offer to prepare a list of potential changes for the Commission’s consideration.

Formulate priorities for upcoming 3 to 6 months.

Aside from the steps taken above, the group did not identify priorities at the meeting. Rather, Commissioners agreed to use a version of the online ranking spreadsheet displayed during the meeting to prioritize the issues being considered for further work. Staff will consult with the Chair before distributing a link that members can use in the coming week to indicate their preferences for each topic and potentially add new topics. The results of the ranking will be discussed at the next meeting, which will take place on May 14.

9. OTHER BUSINESS/CORRESPONDENCE

Chair Jason Grignon drew the group’s attention to a website and work being conducted by Dr. Elizabeth Sawin regarding green stimulus. Dr Sawin's group is collecting legislative responses from around the world. That information may be helpful to review as members consider what actions the Commission might pursue and/or support. The website is <https://www.climateinteractive.org/ci-topics/green-equitable-stimulus-plans/>. He also referred to Amsterdam, Netherland’s recently announced decision to employ the “donut model” (developed by economist Kate Raworth) to shape public policy in the wake of the COVID19 crisis.

Audience member Jeff Herzberger commended the Commission for conducting a successful meeting.

10. ADJOURNMENT

MOTION by Steve Kendall, SECOND by Megan McBride, to adjourn the meeting. VOTING: unanimous (6-0); motion carried.

The meeting was adjourned at 8:40 PM.

RScty: DLPierce